

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
Administration Committee Minutes
August 1, 2002

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPES OF THE MEETING ARE AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Administration Committee held its meeting at SCAG offices at 818 W. 7th Street, 12th Floor, Los Angeles.

1.0 CALL TO ORDER

Supervisor Jon Mikels called the meeting to order at 9:00 a.m.

2.0 PUBLIC COMMENT PERIOD

No public comment.

3.0 CONSENT CALENDAR

It was MOVED (Bev Perry), SECONDED (Ron Bates), and UNANIMOUSLY approved.

3.1 Approval Items

3.1.1 Minutes of the May 2, 2002 Meeting

3.1.2 Contracts

New Contracts

- Center for the Continuing Study of Southern California Economy

3.1.3 DBE Goal & Methodology

3.2 Receive & File

3.2.1 SCAG Legislative Matrix 2001-2002 Session

3.2.2 Contracts/Purchase Orders \$5,000 & \$25,000

- Ametron Audio/Video
- Caliper Corporation
- Dell Marketing
- Jeskell, Inc.
- Sheraton Universal

3.2.3 Conflict of Interest Listing

3.2.4 Travel Demand Model Work for RCTC

3.3 Executive Committee Report

The Executive Committee reviewed and approved the following items:

Consent Calendar

- Sponsorship of 2002 Governor's Environment & Economic Awards Program
- Sponsorship of UCLA Arrowhead Conference in the amount of \$5,000
- Subregional Consultant Contract (Public Financial Management)
- 2001-2002 Legislative Summaries
- Sponsorship of California Legacy Project Workshops (Approve name-only sponsorship – no cost to SCAG)

Action Items

- Subcommittees & Task Force Appointments
- Audit Appeal Response; Amendments 3 & 4
- Status of 2002-2003 Overall Work Program
- Kern County Memorandum of Understanding
- Amend SCAG Building lease

4.0 ACTION ITEMS

4.1 Administration Committee Report

Committee Meeting Scheduling & Conflicts

Jon Mikels, Chair, stated there is apparently a conflict between a League of California Cities meeting and the next Regional Council meeting in October.

It was decided that the Regional Council meeting would remain as scheduled for October.

5.0 INFORMATION ITEMS

5.1 Monthly Financial Report (May and June)

Bert Becker (Chief Financial Officer) presented this item.

5.2 Update on Caltrans Audit

Bert Becker (Chief Financial Officer) presented this item.

5.3 Update on Audit Resolution Plan

Bert Becker (Chief Financial Officer) presented this item.

5.4 2002-2003 Budget & Contract Report

Bert Becker informed the Committee that as of July 1, 2002, he is now responsible for the Contracts Division.

6.0 COMMENT PERIOD

No comments presented.

7.0 ADJOURNMENT

Supervisor Jon Mikels adjourned the meeting at 9:32 a.m.

Bert Becker, Chief Financial Officer
Staff to the Administration Committee

Committee Members Present:

Mayor William Alexander	City of Rancho Cucamonga
Mayor Pro Tem Ron Bates	City of Los Alamitos
Councilmember Hal Bernson	City of Los Angeles
Councilmember Richard Dixon	City of Lake Forest
Mayor Ron Loveridge	City of Riverside
Supervisor Jon Mikels	County of San Bernardino
Councilmember Bev Perry	City of Brea
Mayor Ron Roberts	City of Temecula
Councilmember Sidney Tyler	City of Pasadena
Councilmember Toni Young	Port of Hueneme

Committee Members Absent:

Mayor Pro Tem Lee Ann Garcia	City of Grant Terrace
Supervisor Judy Mikels	County of Ventura
Councilmember Bea Proo	City of Pico Rivera

Staff Present:

Bert Becker	Chief Financial Officer
Ralph Levy	Manager, Budget & Grants

Others Present:

Jeff Lustgarten	Cerrell Associates
Zahi Faranesh	SCAG
Catherine McMillan	CVAG
David Sosa	Caltrans
Phyllis Winger	Councilman Bernson's office
Bob Yousefian	Glendale